



Electricity Generation Company of  
Bangladesh Limited (EGCB)  
Unique Heights (Level-13, 14 & 15), 117  
Kazi Nazrul Islam Avenue, Easkaton  
Garden, Dhaka-1217  
Tel: 55138633-36 (PABX)  
Email: info@egcb.com.bd  
Web: egcb.gov.bd

নম্বর: ২৭.২৭.২৬৬৬.০০০.১০১.১২.০০২৮.২৩.২০৪২

তারিখ: \_\_\_\_\_

**Office order**

S.M. Mortuza Monsur (Employee ID: 066-038), Office Assistant (Grade-2), Siddhirganj 2×120 MW PPP, Siddhirganj, Narayanganj, Electricity Generation Company of Bangladesh (EGCB) Limited is hereby granted Ex. Bangladesh leave to visit Saudi Arabia to perform Umrah Hajj from 06-09-2025 to 20-09-2025 or from the date of journey for 15 (Fifteen) days under the conditions mentioned below :

**Conditions:**

- There shall be no involvement either in local or in foreign currency of the Government of Bangladesh or of EGCB Ltd. in the journey expense;
- No portion of his salary and allowances shall be paid in foreign currency;
- The period of his leave for this visit shall not be extended and
- The stated leave will be treated as earned leave with full pay availed.

2. This order has been issued with the approval of the competent authority.

S. M. Atiqur Rahman  
Deputy General Manager (HR)

নম্বর:

তারিখ: \_\_\_\_\_

অবগতি ও প্রয়োজনীয় (প্রযোজ্য ক্ষেত্রে) ব্যবস্থা গ্রহণের জন্য অনুলিপি প্রেরণ করা হইল (জ্যেষ্ঠতার ক্রমানুসারে নয়):

- 1। Managing Director, Electricity Generation Company of Bangladesh Ltd।
- ২। Director General, Department of Immigration and Passport (DIP), Agargaon, Dhaka.।
- ৩। Executive Director (Admin & Finance) (Additional), Department of Executive Director (Admin & Finance), Electricity Generation Company of Bangladesh Ltd।
- ৪। In Charge, Consular Section, Saudi Arabia Embassy, House 5 (NE) L, Road 83, Gulshan-02, Dhaka 1212 Bangladesh।

- ৫। Chief Engineer, Siddhirganj 2x120 MW PPP, Electricity Generation Company of Bangladesh Ltd (EGCB)।
- ৬। DIG, Special Branch, Bangladesh Police, Dhaka.।
- ৭। Superintending Engineer (ICT), Department of Superintending Engineer (ICT), Electricity Generation Company of Bangladesh Ltd [with request to publish it on website]।
- ৮। Airport Manager, Hazrat Shahjalal International Airport, Dhaka।
- ৯। Manager (Administration), Siddhirganj 2x120 MW: PPP, Electricity Generation Company of Bangladesh Ltd (EGCB)।
- ১০। Manager (Accounts), Siddhirganj 2x120 MW PPP, Electricity Generation Company of Bangladesh Ltd (EGCB)।
- ১১। Office Assistant , Siddhirganj 2x120 MW PPP, Siddhirganj 2x120 MW PPP, Electricity Generation Company of Bangladesh Ltd (EGCB)।
- ১২। Office Copy।

০৪-০৯-২০২৫  
Shamsuddoha Barkatullah  
Deputy Manager